

# Utah Special Education Program Improvement Planning System (UPIPS)

## Self-Assessment Report Format and Contents 2007-2008

### 1. Introductory Pages

Board of Education  
Special Education Administration  
Stakeholder Steering Committee Membership

### 2. LEA Profile and General Information

Description of LEA or annual report of demographics, unique features  
Mission and Beliefs Statements

### 3. The Self-Assessment Process with Stakeholder Involvement and Public Input

Describe Stakeholder Involvement  
Describe the Stakeholder Steering Committee's work

### 4. Present Data and Analysis from Self Assessment

Include data from all sources and each sub-committee

### 5. Summarize Conclusions in the Five Program Areas

- Areas of Strength
- Areas Needing Improvement
- Areas of Non-Compliance

#### General Supervision (Indicators 11, 15-20)

Monitoring and Parent/Child Protections  
Professional Development  
Evaluation and Eligibility Procedures Followed

#### Parent Involvement (Indicator 8)

Parents know Rights and Responsibilities  
Parents involved in Program Improvement

#### Free Appropriate Public Education in Least Restrictive Environment (Indicators 1-3, 5-7)

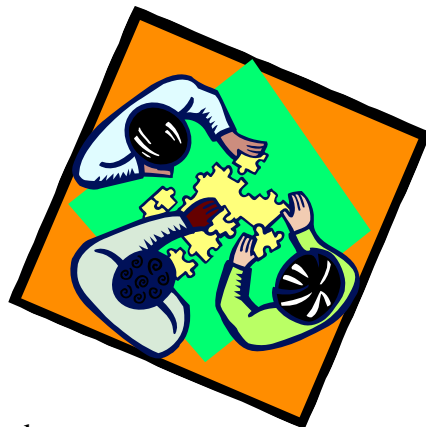
FAPE in LRE  
Students make Progress as Measured by U-PASS

#### Transitions (Indicators 12-14)

Children from Part C receive services by 3<sup>rd</sup> birthday  
Students receive Transition Services School to post-school

#### Disproportionality (Indicators 9-10)

Eligibility process ensures that over-identification does not occur



### 6. Complete Self-Assessment Executive Summary\*

### 7. Write Program Improvement Plan with Action Steps and Corrective Action Plan\*

\*See format on following pages.